# ENCOUROGAE Contact Log

## I. Contact Information
1. Initiation of Contact
   - Peer
   - Client
   - Other, (specify) ___________

2. Length of contact:
   - 0-15 minutes
   - 16-30 minutes
   - 31-45 minutes
   - 46-60 minutes

3. Mode of Contact
   - Phone
   - Person-to-Person
   - Email
   - Other, (specify)

4. Was this a scheduled contact?
   - Yes
   - No

## II. Medication Check (for scheduled contact)
Prompt client to take out their medicine list to review.

5. Problems / concerns with medications since last phone call.
   - No problems or concerns
   - Problem or concerns: ______________

## III. Review Short Term Goal Set Last Time
Prompt client to take out their Action Plan.

6. Last goal was: ______________

7. Goal met?
   - Completely achieved and sustained behavior change
   - Completely achieved but not sustained
   - Not achieved but some behavior change
   - No behavior change

8. Goal attainment reinforced?
   - Yes
   - No

## IV. New Short Term Goal (Review Initial Needs Assessment if needed)
SMART Goal
- Specific
- Measureable, Achievable, Realistic
- Time (when, how often, how long)

Assess confidence
If confidence is less than 7, ask client to revise.

- No Confidence
- Completely Confident

New Goal (put N/A if confidence is 7 or greater).

Assess confidence
If confidence is less than 7, ask client to revise.

- No Confidence
- Completely Confident

Client will track their progress by:

## V. Other areas covered today

<table>
<thead>
<tr>
<th>Topic Initiated by</th>
<th>Peer</th>
<th>Client</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exercise</td>
<td></td>
<td></td>
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<tr>
<td>Diet</td>
<td></td>
<td></td>
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<tr>
<td>Stress Management</td>
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</tbody>
</table>

No Other Issue Discussed

## VI. Next Phone Call

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
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<table>
<thead>
<tr>
<th>Topic Initiated by</th>
<th>Peer</th>
<th>Client</th>
</tr>
</thead>
<tbody>
<tr>
<td>Talking to my Doctor</td>
<td></td>
<td></td>
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<tr>
<td>Other specify:</td>
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Next Doctor’s visit:

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
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Make appointment to call client about 1 week in advance as date approaches.

v.2010-03-01